

April 2, 2004

READ GWAC Questions and Answers #4

Q1. Page C-7, First Paragraph, Group A is stated as the "continental U.S." In addition, Page L-5 first paragraph, states 48 states and "continental U.S." The list on Page C-9 lists 49 states (and DC) including Alaska; however, excludes Hawaii. With partnerships, modern logistics and communications, we see no reason that Hawaii or Alaska should be excluded from the scope of Class A contractors. We recommend the scope be expanded to all 50 states with DC, and the reference to "continental" be deleted. If this is not acceptable, clarify if you do intend to keep Alaska in the Group A and C States.

A1. Hawaii will be included, and will be incorporated via Amendment 0001 to the Solicitation.

Q2. Please define "ODC" listed in second paragraph (i) on Page G-4.

A2. Other Direct Costs.

Q3. Page H-5, Section H.8 last sentence. Does the EPA consider it detrimental to the Contractor if he desires to access TSCA CBI data at a local EPA facility, and not keep this data at the Contractor's location? Does EPA have a preference for Contractor storage of this data, if an EPA location is nearby?

A3. No, the EPA does not consider it detrimental to the Contractor if they need to access TSCA CBI data at a local EPA facility until their facility is authorized. It is EPA's preference for the Contractor to store the data in their own facility.

Q4. Page I-2, Section I.2, paragraph (a) states that "Such orders may be issued from the Contract Award Date through December 31, 2004." Is this a typographical error left over from draft version, where the date should read "through April 30, 2005"? If not, what is the rationale behind this limitation in the first year?

A4. Yes, this is a typo, the date should be April 30, 2005, and this will be incorporated via Amendment 001 to the Solicitation.

Q5. Page I-3, first paragraph (c), a delivery order is considered "issued" when it is placed in the mail. Is this also true for prompt payment discounts on the cover page (e.g. the Government may take the early payment discount based on the postmark date, as opposed to the date the payment was received by the Contractor)? Also please answer this question in the context of electronic funds transfers, and is this a payment option for this contract?

A5. This issue does not affect your proposal for this solicitation, however, we use electronic transmission for the majority of our transactions when it is feasible.

Q6. Page K-1, Section K.2. Should the Contractor fill in the NAICS code as his/her NAICS, or is this something that the Government is supposed to fill in since the line states the "acquisition NAICS"? We are also assuming that companies other than those included in the target NAICS code can respond as long as they meet contract requirements with partners.

AND Can you please clarify what the small business standards for this RFP are, and what NAICS code you are requiring companies submit this RFP under.

A6. The NAICS codes, as described in the three FedBizOpps announcements, are 562920 (Material Recovery Facilities), 562211 (Hazardous Waste Treatment and Disposal), and/or 562219, (Other Non-hazardous Waste Treatment and Disposal). All of these classifications have a size standard of \$10.5 million. This information will be incorporated via Amendment 0001 to the Solicitation. As discussed at www.sba.gov, the NAICS codes are used to classify the small business size standard.

Q7. What facilities will this include (every/any federal facility)?

A7. This contract is open to any Government Department, Agency, or Bureau that would like to use it and therefore, any federal facility may be included. However, as previously mentioned, Federal facilities will not be required to use this contract to fulfill their asset disposition requirements. Currently, there is no Executive Order or Statutory Regulation that requires Federal use of this Government-wide contract. Agencies that EPA surveyed who have demonstrated an interest in using these services have stated that, although they plan to use the contract, costs must be affordable and reasonable before they would pursue utilization of all of the services offered.

Q8. Are there any provisions listed for the awarded vendor subcontracting some or all of the work?

A8. As required in the Federal Acquisition Regulation, the prime contractor has to perform at least 50% of the cost of contract performance or perform work for at least 50% of the cost of manufacturing the supplies, not including the cost of materials (FAR 52.219-14). However, they must also agree in the contract that small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns will have the maximum practicable opportunity to participate in contract performance (FAR 52.219-8).

Q9. Page C-7 of 11. After task orders are competed and efforts commence, "contractors will be provided between 30 to 60 calendar days to begin recycling and asset disposal efforts." Please note for our DRMS/DLA deman electronics recycling program we are given 42 days for demil and 65 for non-demil. Within that period of time we have to have removed from the bases within 21 days. This gives the contractor adequate time to schedule, pick-up and process.

A9. If the Contractor requires more time to begin recycling and asset disposal efforts, this can be specified during the Task Order competition. As stated in the RFP, contractors will be provided between 30 to 60 calendar days to BEGIN efforts.

Q10. The answer to Q 5 states that the EPA anticipates awarding contracts to large firms as well as small and disadvantaged businesses. I was under the impression that the Contract was to total small business set-aside. If this is true - a large firm would be compelled to partner with a small business in order to participate in the READ RFP. Is this correct?

A10. That question is from the first set of "Questions and Answers" issued on April 30, 2003, that were posted after the Draft SOO. Since that time this requirement has been completely set-aside for small businesses. Therefore, if a large firm wanted to compete for this effort they would have to be a subcontractor to a small business prime contractor.

Q11. Under M.3. Evaluation Factors for Award (on my page M-2 of 5) (b) technical evaluation criteria: "The technical and price evaluation factors/sub-factors are listed below in descending order of importance...." Can you tell me what percentages are assigned to each sub-factor of the technical proposal. Also, can you tell me the weighting of the price proposal compared to the technical proposal? (I know you did indicate the percentages on the TO proposals page G-5 of 7 (i) but my question related to the proposal due on 4.19.04).

A11. EPA has not assigned exact percentages to each sub-factor. As discussed in Section M, the criterion are listed in descending order of importance (except for the three factor 2 criterion which are considered of equal importance). Overall the technical evaluation is considered of more importance than the price reasonableness evaluation, as described in Section M. The Task Order evaluation will be handled differently, as noted.

Q12. Is there a limit for the number of pages on the technical proposal?

A12. There is no page limit, but as discussed in the proposal instructions, brochuremanship is not desired.

Q13. Please confirm that only one proposal from each offeror will be accepted. Within the proposal, contractors must specify the specific group(s) for which they are proposing to receive a contract (Group A, B or C) including their order of preference is consideration for multiple bids. So since I'm interested in a national contract, I'd specify group A (national) first, then group B (eastern) and then group C (western).

A13. This is correct. Only one proposal (an original and two copies) is required. As described in the question and the solicitation, contractor must specify their order of preference for the three groups.

Q14. It doesn't appear that there is any pricing needed in the sample task order (only in the pricing proposal). Please confirm.

A14. The goal of the sample task order is to understand an offeror's recycling and asset disposition methodologies. Pricing is not required. If inclusion of pricing is desired, please include in the price proposal.

Q15. My bid will be handcarried. Will you need prior security approval to access your building? What receipt will the vendor receive at the time the bid is dropped-off? What are the office hours of this building? Is there a PDF file that shows the directions to get to your building?

A15. The Ronald Reagan Building is located at the corner of Pennsylvania Ave. and 14th St., in the middle of Washington DC. There are two addresses identified in the RFP, one for courier/overnight service and one for USPS mail. Please make sure you use the correct address. EPA's bid and proposal room is located off of the elevators on the 6th floor of the RRB. The building is open 24 hours, but proposals are due at 2:00 pm EDT. The phone number for the bid and proposal room is 202-564-4363 or 202-564-4359.

Q16. With regard to contractor information systems that will support the R.E.A.D. contract audit/tracking requirements, and for which Government personnel may or may not have access, please confirm that the requirements of EPAAR 1552.211-79 for Compliance with EPA Policies for Information Resources Management, do not apply. If they do apply, what are the requirements expected of EPA that pertain to this EPAAR? This request specifically pertains to paragraph (a) and (b) as these services are in support of recycling and not under direct contract with EPA with an IRM Statement of Work.

A16. EPAAR 1552.211-79 is included in the solicitation and its requirements will apply to the contractors who are selected for award. As stated in the clause, the information related to this requirement can be found at <http://www.epa.gov/docs/irmpoli8>. The EPAAR clause can be found at the following link: <http://www.epa.gov/oamrfp12/ptod/epaar.pdf> Please review.

Q17. If the EPA wishes to allow Government agencies to redeploy computers that are not Energy Star compliant, we request that the EPA issue either clarification/guidance or a BLANKET Waiver to Executive Order 12845 for resale/redistribution of computer equipment under the READ contract, EPAAR 1523.7000 Mandated Energy Star Compliant Computers. Please confirm that should a waiver not be granted, all computers that are not Energy Star compliant will be recycled, resold or donated to non-governmental agencies.

A17. EPA does not have computers that are not Energy Star compliant. If other agencies who use these services have such computers, we will deal with the waiver issue at that point in time.

Q18. In anticipation of requesting recycle information from consumers that may purchase READ equipment, will we need approval from OMB per Paperwork Reduction Act (PRA), EPAAR 1552.237-75, since we may be requesting identical information from ten (10) or more public respondents?

A19. EPA will address PRA requirements and obtain approvals on behalf of the contractor should this become a requirement during performance of the contract.

Q20. In the answer to Q5 under Q&A #1, it is stated that certain task orders will be set-aside for small business. If the READ RFP is a total small business set-aside then this would be the assumption. Is this assumption correct?

A21. Since this is a small business set-aside all contracts and task orders will be awarded to small businesses.

Q22. Since the READ RFP is a total small business set-aside, will the Primary Contractor be required to provide 51% of the labor input in relation to any Subcontractor activity?

A22. The small business prime contractor will be required to do 51% of the labor and cost as described in A8 above and the FAR.